

POST ON BULLETIN BOARD
TRADITIONAL GUARD POSITION VACANCY ANNOUNCEMENT
 262d Network Warfare Squadron
TG ANNOUNCEMENT #10-024

WASHINGTON AIR NATIONAL GUARD	OPENING DATE:	CLOSING DATE:	POSITION NUMBER:
307 Pitsenbarger Blvd, McChord AFB, WA 98438	1 Feb 2010	1 Mar 2010	080110634
POSITION TITLE, GRADE, AFSC, FACILITY:			
Materiel Control Manager, MSgt, 2S071			
MINIMUM REQUIREMENTS FOR CONSIDERATION:			
Must be a MSgt or Promotable TSgt or SSgt with a minimum AFSC of 2S051			
OTHER REQUIREMENTS:			
<ul style="list-style-type: none"> • Must have completed NCO Academy in-residence or by correspondence prior to application. • Must demonstrate exceptional organizational qualities and interpersonal skills. • Demonstrated initiative and ability to identify and solve problems independently, consistent with Commander's expectations. • Knowledge and use of Wide Area Workflow • Knowledge of Air Force and ANG supply instructions and procedures • Knowledge and skill in maintaining R14 and R15 listings • Ability to demonstrate strong technical problem solving skills, while providing creative and resourceful solutions. • Ability to manage multiple tasks while handling a large volume of work, with frequent interruptions. • Knowledge of and experience in Air National Guard Leadership and management concepts, practices, and objectives. • Must be able to obtain and maintain a Secret Security Clearance. Unfavorable results will be cause for immediate separation. 			
AREA OF CONSIDERATION:			
All members of the 262 Network Warfare Squadron and members eligible for enlistment in the Washington Air National Guard			
SUMMARY OF DUTIES:			
<p>This position is located in a Network Warfare Squadron. This unit helps protect the nation's war-fighter information systems, computer networks and installation critical infrastructures. Manages materiel management activities and systems involved in requirements determination, inventory control, receipt, storage and issue of supplies and equipment. Computes requirement, determines allowance, and researches and identifies materiel requirements. Performs operations involved in storage inspection, identification and receipt of property. Performs inventories and ensures timely correction of discrepancies. Inspects and evaluates inventory management activities. Inspects and identifies property. Determines condition of property received. Performs shelf life inspections of stock. Develops methods and improves procedures for storing property. Plans use of storage facilities. Receipts, stores, issues, ships and transfers property. Provides cradle-to-grave control of classified, sensitive, weapons, COMSEC, cryptological, pilferable, controlled items and other assets requiring special handling. Controls and issues bench stock property. Obtains material required for equipment modification, periodic component exchange and bills of material in support of maintenance. Plans and schedules materiel storage activities. Determines requirements for storage, including classified, sensitive, pilferable, controlled, hazardous and flammable items. Processes information retrievals using materiel management databases. Manages materiel management related systems and hardware. Performs operator maintenance on materiel management related systems and hardware. Distributes materiel management computer products. Acts as a subject matter expert to the commander on the operation of materiel management systems and operations. Performs other duties as assigned.</p>			
INSTRUCTIONS TO APPLICANTS			
EMAIL RESUME TO:		OR SEND TO:	
brian.waggoner-02@amc.af.mil		Unit POC: SMSgt Brian Waggoner 307 Pitsenbarger Blvd, McChord AFB WA 98438 Phone: DSN 382-6449 / Comm (253) 982-6449	
Application: Resume and cover letter describing your qualifications and desire to serve in this position. Include most recent Fitness Testing score and date of test. Include vMPF records review sheet.			